

## CHAPTER 169. SUPPORT A MAINTENANCE INTERNATIONAL STANDARDIZATION TEAM VISIT

### SECTION 1. BACKGROUND

#### 1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

*A. Maintenance: 3817*

*B. Avionics: 5817*

**3. OBJECTIVE.** This chapter provides guidance to Federal Aviation Administration (FAA) inspectors assisting a Maintenance International Standardization Team (MIST) during inspections of Title 14 of the Code of Federal Regulations (CFR) part 145 repair stations that are accepted under Joint Aviation Requirements (JAR) 145 in accordance with (IAW) the Maintenance Implementation Procedures (MIP) of a Bilateral Aviation Safety Agreement (BASA).

#### 5. GENERAL.

*A.* A MIST is a team of maintenance inspectors from National Aviation Authorities (NAA) that are members of the Joint Aviation Authorities (JAA). These inspectors visit JAA-approved maintenance organizations (AMO) and repair stations to determine whether these facilities perform maintenance IAW the JAR and all JAA Interpretive Explanatory Material (IEM), Acceptable Means of Compliance (AMC), and Maintenance Leaflets. The JAA may audit any repair station that has or requests JAA acceptance. During the performance of MIST visits, FAA inspectors will serve with JAA and JAA-member NAA inspectors.

*B.* The FAA and JAA have identified differences

between CFR part 145 and JAR 145. These differences are embodied in Special Conditions to the MIP. A part 145 certificated repair station that is JAA-accepted must develop a JAA Supplement to its Inspection Procedure Manual (IPM) to comply with the JAA Special Conditions. When a MIST inspects a repair station, it will inspect specifically those areas referenced in the JAA Supplement. It will also review the methods and procedures used by the repair station to perform work on aircraft registered in JAA-member countries and on the aircraft's engines, components, and appliances. The JAA will use this information to evaluate the repair station's compliance with JAR 145.

*C.* Although JAA MIST visits are separate from the certification audits of repair stations, they may provide valuable information to FAA inspectors. These teams will visit each FAA region every one to two years to sample standards of compliance achieved by JAA-accepted part 145 repair stations. The team is comprised of two JAA members representing two different JAA-member countries, an FAA regional representative serving as a MIST coordinator, and the Principal Inspector (PI), (Principal Maintenance Inspector (PMI) or Principal Avionics Inspector (PAI)) of the repair station being visited. In most cases, the MIST performs a snapshot audit of a number of part 145 repair stations, but may perform a more in-depth audit in any particular case.

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## SECTION 2. PROCEDURES

### 1. PREREQUISITES AND COORDINATION REQUIREMENTS.

#### A. Prerequisites:

- Knowledge of the regulatory requirements of 14 CFR parts 43 and 145
- Knowledge of the requirements of JAA Maintenance Leaflet No. 22, JAA Acceptance of American Repair Stations
- Successful completion of the Airworthiness Inspector's Indoctrination course or equivalent
- Successful completion of the JAR 145 Application to Domestic Repair Stations Training computer-based instruction
- Previous experience with certification or surveillance of part 145 repair stations

#### B. Coordination. This task requires coordination with:

- Any repair station being inspected by the MIST
- The repair station's principal inspector
- The FAA Regional JAA Coordinator
- FAA regional and district offices, as appropriate

### 3. REFERENCES, FORMS, AND JOB AIDS.

#### A. References:

- CFR parts 43 and 145
- FAA Order 8300.10, Airworthiness Inspector's Handbook, volume 2, chapters 161, 162, and 164 through 168
- JAA Maintenance Leaflet No. 22, JAA Acceptance of American Repair Stations
- AC 145-8, Acceptance of Repair Stations by the JAA and JAA-Member NAA's Under the Maintenance Implementation Procedures of a Bilateral Aviation Safety Agreement

#### B. Forms:

- JAA Form 8, Visit Report to a Non-JAA Territory Maintenance Organization
- JAA Form 10, Visit Report to a Bilateral/Unilateral Country

#### C. Job Aids. None.

### 5. FAA RESPONSIBILITIES.

A. *Responsibilities of the FAA Regional JAA Coordinator.* Upon receiving a notice from the JAA that a MIST plans to visit a specific FAA region, the FAA Regional JAA Coordinator should:

- Assist the MIST and local Flight Standards District Office (FSDO) in developing an itinerary for team members

- Coordinate the schedule of planned visits with all participants
- Provide hotel accommodation and ground transportation information to the JAR 145 Coordinator at JAA Headquarters, if requested (JAA inspectors will confirm their own reservations)
- Notify the inspector of any repair station that the MIST intends to visit
- Ensure the inspector will be present at the repair station during any inspection
- Accompany the MIST on their visits to repair stations
- Attend the entrance and exit briefings at inspected repair stations

#### B. Responsibilities of the FAA Participating Inspector.

(1) Upon receiving notice from the FAA Regional JAA Coordinator that a MIST plans to visit a repair station for which the inspector has oversight responsibility, the inspector should:

- Notify the affected repair station of the upcoming MIST visit
- Obtain hotel and ground transportation information and forward the information to the FAA Regional JAA Coordinator
- Accompany the MIST to the repair station
- Attend the repair station entrance and exit briefings
- Provide assistance to the JAA MIST members, if requested

(2) Inspectors should note that the MIST visit is conducted by the JAA to determine compliance with JAR 145 and the JAA Special Conditions addressed in the JAA Supplement to the repair station's IPM. The FAA should offer coordination and assistance to the JAA MIST members to help them accomplish their tasks efficiently. Inspectors may be requested to provide FAA policy or guidance information to the MIST members if such questions arise.

### 7. INFORMATION REGARDING MIST INSPECTION.

A. The MIST inspectors will perform an inspection of the repair station for compliance with the repair station's JAA Supplement. The MIST inspectors must inspect the repair station for compliance with parts 43 and 145.

B. The MIST inspectors will review the repair station's compliance with those items specified on JAA Form 9, identified in chapter 167, section 2, paragraph 11.

**9. TASK OUTCOMES.***A. File PTRS Data Sheet.*

*B. Completion of the Task.* Completion of this task will result in the following:

(1) For any MIST visit, the FAA Regional JAA Coordinator should:

(a) Ensure the MIST inspectors provide the repair station with a debriefing;

(b) Review the results of the MIST inspection as recorded by the MIST inspectors on JAA Form 8;

(c) Sign JAA Form 8 and JAA Form 10, and retain a copy of each form in the regional office files;

(d) Provide a copy of the completed and signed JAA Form 8 to the inspector;

(e) Forward a copy of any correspondence from the JAA regarding a specific repair station to its inspector and place a copy in regional office files; and

(f) If any deficiencies are noted:

i. File a copy of the repair station's correction action plan in the regional office files;

ii. File a copy of the repair station's written notification that all deficiencies have been corrected in the regional office files; and

iii. File a copy of any JAA letter accepting the corrective action taken by the repair station in the regional office files and forward a copy to the repair station's inspector.

(2) For any MIST visit the inspector should:

(a) Review the results of the MIST inspection by obtaining a copy of JAA Form 8 from the FAA Regional JAA Coordinator;

(b) File a copy of the MIST inspection results in the repair station's certification file;

(c) If deficiencies are noted:

i. Ensure an appropriate representative of the repair station is briefed on the deficiencies at the end of the MIST visit;

ii. Confirm any CFR-related findings with the repair station in writing;

iii. Meet with an appropriate representative of the repair station to review all deficiencies in detail, if necessary;

iv. Review the repair station's corrective action plan, if required;

v. Forward a copy of the repair station's corrective action plan to the FAA Regional JAA Coordinator, if applicable; and

vi. Ensure the repair station has forwarded a copy of its corrective action plan to the JAA, if applicable;

(d) Receive written notification from the repair station that all deficiencies have been corrective and forward a copy to the FAA Regional JAA Coordinator;

(e) Ensure documentation recording each deficiency and correction action is in the repair station's certification file;

(f) Place any letter from the JAA accepting the corrective action taken by the repair station in the repair station's certification file; and

(g) Ensure any discrepancies are corrected adequately by inspecting the repair station, if necessary.

(3) If the MIST determines there is a safety failure or significant failure to comply with the conditions for acceptance, this could result in complete or partial revocation of the repair station's JAR 145 acceptance and part 145 certification.

*C. Document Task.* File all supporting paperwork in the certificate holder's office file and update the Vital Information System, if appropriate.

**11. FUTURE ACTIVITIES.** Schedule and conduct a reinspection, if appropriate.